

September 2007 Training Opportunities

For training opportunities, you will need to register through your Agency Training Contact Person (ATCP)

Mon	Tues	Wed	Thurs	Fri
<p>3</p> <p>HOLIDAY</p>	<p>4</p>	<p>5</p>	<p>6</p> <p>Conflict Resolution 9:00a.m.-3:00p.m. LaPorte IN LaPorte District INDOT CANCELED Registrations open to local state offices. Please contact your Agency Training Contact Person.</p>	<p>7</p>
<p>10</p> <p>Basic American Sign Language, Week 1 of 8* 10:00a.m.-11:30a.m. IN Government Center South, Indianapolis *Participants must commit to attend all eight sessions, one per week for eight weeks.</p>	<p>11</p>	<p>12</p> <p>Family Medical Leave** 9:00a.m.-1:00p.m. IN Government Center South, Indianapolis **Restricted enrollment to supervisor/manager and HR personnel</p> <p>Affirmative Action Plan Labs** 9:00a.m.-12:00p.m. and 1:00p.m.-4:00p.m. IN Government Center South, Indianapolis **Restricted enrollment to HR personnel</p>	<p>13</p> <p>Short & Long Term Disability/Workers Compensation* 9:00a.m.-12:00p.m. IN Government Center South, Indianapolis *Restricted enrollment to employees responsible for processing S&LTD/WC</p> <p>Affirmative Action Plan Labs** 9:00a.m.-12:00p.m. and 1:00p.m.-4:00p.m. IN Government Center South, Indianapolis **Restricted enrollment to HR personnel</p> <p>Conflict Resolution 9:00a.m.-3:00p.m. Seymour, IN Seymour District INDOT Registrations open to local state offices. Please contact your Agency Training Contact Person.</p>	<p>14</p>

17 Basic American Sign Language, Week 2 of 8* Workplace Harassment Prevention Logansport, IN Logansport State Hospital 9:00a.m.-11:00a.m. and 1:00p.m.-3:00p.m. Registrations open to local state offices. Please contact your Agency Training Contact Person	18	19 Progressive Discipline** 9:00a.m.-12:00p.m. IN Government Center South, Indianapolis **Restricted enrollment to supervisor/manager and HR personnel	20 AAP Profile Charts & Census Data** 9:00a.m.-12:00p.m. and AAP Goals & Timetables** 1:00p.m.-4:00p.m. Scottsburg, IN Southeast Regional Training Center **Restricted enrollment to HR personnel Registrations open to local state offices. Please contact your Agency Training Contact Person.	21
24 Basic American Sign Language, Week 3 of 8*	25 Selection & Interviewing 9:00a.m.-3:00p.m. Logansport, IN Logansport State Hospital Registrations open to local state offices. Please contact your Agency Training Contact Person	26 Performance Management** 9:00a.m.-3:30p.m. CANCELED Seymour, IN Seymour District INDOT **Restricted enrollment to supervisor/manager and HR personnel Registrations open to local state offices. Please contact your Agency Training Contact Person	27 Situational Leadership** 9:00a.m.-3:30p.m. IN Government Center South, Indianapolis \$50.00 per participant **Restricted enrollment to supervisor/manager and HR personnel	28